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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Operations School

DATE: 7 November 1955  
Reports 1

FROM : Assistant Chief for Field Training

SUBJECT: Weekly Activity Report No. 45 [REDACTED]  
Period 31 October through 4 November 1955

25X1

SIGNIFICANT ITEMS:

Nothing to report.

OTHER ACTIVITIES:Office of the AF/OS

1. Throughout the week a series of conferences were held between members of the Field Training Staff and AF/OS concerning their desired Career Programs. The final report is being sent to C/OS on 8 November 1955.

2. AF/OS held several conferences during the week with the Security Officer on security matters.

3. [REDACTED] visited AF/OS and D/AF/OS to discuss the medical condition of a member of an employee's family.

4. A request to C/OS was forwarded last week by AF/OS asking for the full time services of a language instructor beginning in January 1956.

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[REDACTED]

Visitors [REDACTED]

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1. [REDACTED] visited the Field Training Staff to discuss arrangements for a ceremony for presentation of awards to winning golfers in the [REDACTED] series of golf matches.

[REDACTED] also discussed the Student Security Briefing with AF/OS.

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Support Units

1. Communications.

a. During the week the Communications Officer published and distributed notices regarding electronic communications support and forms for requests for support.

b. Most of the week was spent in rehabilitating equipment used in the previous week's problem.

2. Training Aids.

a. The Graphics Section completed the following during the week:

- (1) Course Schedule Vu-graph Slide for OFC
- (2) Series of five Spot Illustrations for [REDACTED]
- (3) Reproduction of 50-page manual for AF/OS

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c. Transfer of "Top Secret" documents, together with an inventory, was effected 3 November 1955. Another transfer of documents and inventory will take place when [REDACTED] arrives.

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PERSONNEL NOTES:

Births

1. We are proud and happy to report that the Auxiliary Table of Organization of the Field Training Staff has been increased by two:

X a. On [REDACTED] became the father of a daughter, Patricia. [REDACTED] and Patricia are both doing well.

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b. On [REDACTED] became the father of a nine-pound, thirteen-ounce son. [REDACTED] and son are doing nicely.

25X1

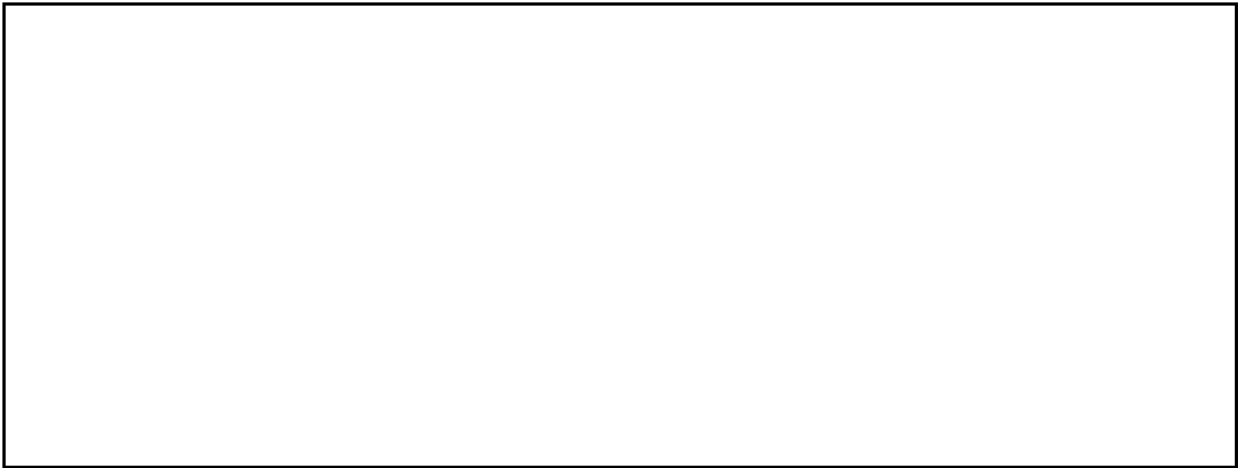
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EOD

1. [redacted] entered on duty 31 October 1955. She is assigned to the office of the Senior Training Assistant, Operations Course.

2. [redacted] arrived on Tuesday, 1 November, PCS from [redacted] [redacted] She is currently assisting the A/AF/OS.

Resignation

1. [redacted], our extremely efficient librarian, has resigned to take up more arduous chores as a housewife. An informal party was given in her honor in the Library on Friday afternoon, 4 November, [redacted] last day at work. We are sorry to see her leave.

TDY

1. Five members of the [redacted] Staff are on a TDY training mission.

2. [redacted] on 2 November. [redacted] is designated as Acting Chief, Maritime Operations Course.

3. [redacted] is on TDY as a Technical Advisor for the Operations School on the tradecraft film now in process, [redacted]

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25X1 4. [ ] on TDY training mission.

5. [ ] is on TDY training mission.

25X1 6. [ ] to discuss Operations Course matters.

25X1 7. [ ] 31 October through 4 November to attend the first week of the Counter-Espionage Course.

25X1 8. [ ] to straighten out personal financial matters.

25X1 9. [ ] SS/ [ ] has been assigned [ ] for 30 to 90 days. It is possible that at the conclusion of this period [ ]

25X1

Leaves

25X1 1. [ ] was on Annual Leave during the reporting period.

2. [ ] was on Annual Leave during the reporting period.

3. [ ] was on Sick Leave during the reporting period.

4. [ ] returned home from the hospital during the week. We are happy to report that he is doing very well.

25X1 5. [ ] was on Sick Leave during the reporting period.

25X1 6. [ ] is convalescing and continues to show satisfactory improvement.

25X1 7. [ ] remained on Sick Leave during the reporting period.

Other

25X1 1. [ ] administered USAFT General Educational Development tests to [ ] during this week. He also administered an educational counseling session for [ ] on the afternoon of 4 November.

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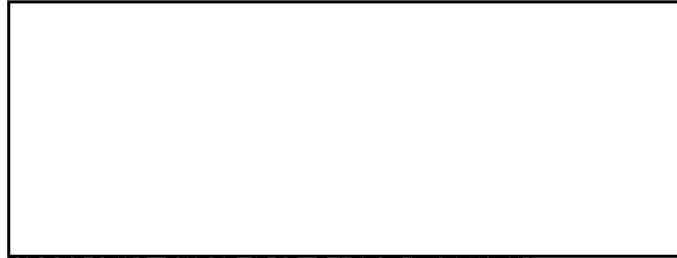
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ADDITION TO PREVIOUS REPORT:

Other Activities;

Courses, Tutorial

1. [redacted] was completed on  
29 October 1955. The Coordinator of this tutorial, [redacted]  
is preparing a Final Report.



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